

Contractor Training Day Workshop Registration February 9, 2004

Mail copy of this registration form to:
Dept. of Labor & Industries
Attn: Shari Purves-Reiter
PO Box 44400
Olympia WA 98504-4400

OR FAX to: 360-902-5292

Name	
Address	
City	State ZIP+4
Phone ()	E-mail address
Company (optional)	

Select one class in each time frame by checking the correct box. Courses are 55 minutes in length.

Time	Room	Course title
8:30 AM	<input type="checkbox"/>	Aud Welcome by the Department of Labor and Industries Director, Paul Trause
9:00 AM	<input type="checkbox"/>	S118 Controlling your Industrial Insurance Costs, Part 1, Safety/Accident Prevention
	<input type="checkbox"/>	S119 Taxes and the Construction Contractor
	<input type="checkbox"/>	S130 New Contractor Overview
	<input type="checkbox"/>	S129 Employees & Independent Contractors
	<input type="checkbox"/>	Aud. Fraud: What L&I is doing about it and how much it is costing you
10:00 AM	<input type="checkbox"/>	S117 Prevailing Wage
	<input type="checkbox"/>	S118 Controlling your Industrial Insurance Costs, Part 2, Claims Overview
	<input type="checkbox"/>	S119 Taxes and the Construction Contractor
	<input type="checkbox"/>	S130 Safety Training for Non-English Speaking Employees (Spanish Language Focus)
	<input type="checkbox"/>	S129 Employees & Independent Contractors
	<input type="checkbox"/>	Aud Fraud: What L&I is doing about it and how much it is costing you
11:00 AM	<input type="checkbox"/>	S117 Prevailing Wage
	<input type="checkbox"/>	S118 Controlling your Industrial Insurance Costs, Part 3, You have an injured employee, now what?
	<input type="checkbox"/>	S119 Saving Money on Unemployment Premiums
	<input type="checkbox"/>	S130 Why Enroll in Retrospective Rating - The Contractors Point Of View
	<input type="checkbox"/>	S129 Record Keeping
Noon	<input type="checkbox"/>	Lunch available in cafeteria on 2nd floor or box lunch
12:20 PM	<input type="checkbox"/>	Aud General Liability Insurance - "The Perfect Storm"
1:00 PM	<input type="checkbox"/>	S117 Prevailing Wage
	<input type="checkbox"/>	S118 Controlling your Industrial Insurance Costs, Part 1, Safety/Accident Prevention
	<input type="checkbox"/>	S119 Saving Money on Unemployment Premiums
	<input type="checkbox"/>	S130 Why Enroll in Retrospective Rating - The Contractors Point Of View
	<input type="checkbox"/>	S129 Tips on Handling the Difficult Customer
	<input type="checkbox"/>	S126 Risk Management
2:00 PM	<input type="checkbox"/>	S117 Minimum Wage, Overtime and Work & Rest Periods
	<input type="checkbox"/>	S118 Controlling your Industrial Insurance Costs, Part 2, Claims Overview
	<input type="checkbox"/>	S119 What Safety Rules Apply to my Business?
	<input type="checkbox"/>	S130 New Contractor Overview
	<input type="checkbox"/>	S129 Tips on Handling the Difficult Customer
	<input type="checkbox"/>	S126 Plumbing Contractors - What you should know
3:00 PM	<input type="checkbox"/>	S117 Minimum Wage, Overtime and Work & Rest Periods
	<input type="checkbox"/>	S118 Controlling your Industrial Insurance Costs, Part 3, You have an injured employee, now what?
	<input type="checkbox"/>	S119 Safety Training for Non-English Speaking Employees (Spanish Language Focus)
	<input type="checkbox"/>	S130 Elevator - New regulations for residential installations
	<input type="checkbox"/>	S129 Electrical - licensing & subcontracting
	<input type="checkbox"/>	S126 Common Customer Complaints and How to Avoid Them

☐ Please add my E-mail address to L&I List Serv to Receive - Quarterly Update newsletter

I learned of this workshop via: ☐ Mailing ☐ Newsletter ☐ Bldg. Assoc. ☐ Website ☐ Gov. Office ☐ Other

Classes will be located in the Dept. of Labor & Industries Offices at:

7273 Linderson Way SW

Tumwater WA 98501

Please exit I-5 at exit 101, turn east, then left at the light. Turn in at the large Dept. of Labor & Industries sign.

PLEASE Make Copy of this registration for you reference at the workshop.



Free Training for Construction Contractors

Where: Dept. of Labor and Industries Office, 7273 Linderson Way SW, Tumwater, WA 98501

When: February 9, 2004, 8:30am - 4:00pm

Registration begins at 8:00am

- * Want to learn how to **save money** on Workers Compensation premiums or your Unemployment Premiums?
- * Do you need to **update** your Accident Prevention plan?
- * Would you like to learn how to **avoid common customer complaints**?
- * Do you know **what to do** if you have an employee who is injured on the job?
- * Are you having **issues surrounding** your **General Liability Insurance**?

All of the experts that can answer these questions and many more have been gathered together to bring you the first ever Construction Contractor Training Day.

Space is limited - so sign up early to make sure your spot is reserved.

Course Descriptions and Presenters

Prevailing Wage - Intents and affidavits on line, completing and filing. Scopes of work and prevailing wage rates - where to find them and how they are set. Certified payroll and other information you need to know when working on a public works project. Presented by Cindy Hanson, Prevailing Wage Technical Specialist a 23 year Labor and Industries veteran with 10 years in prevailing wage.

Safety Training for Non-English Speaking Employees - What lack of training is costing you, free resources to help you train, understand and improve the safety for these workers. Class will be presented by Manolo Zaldivar, Bilingual (Spanish/English) Safety Consultant and Robert Esparza, Bilingual (Spanish/English) Safety Inspector, both from King County, each 4 year veterans with L&I, WISHA Division. Both Manolo and Robert have approximately 9 years working with employees and employers in the construction industry.

Controlling Your Industrial Insurance Costs - Part 1 - Safety/Accident Prevention - Learn how a viable and comprehensive accident prevention / safety program can save you money. Tools to develop or fine-tune your accident prevention program. Ideas to develop a "Safety Culture" in your workplace and other assistance. Presented by Jim Szpek, Safety & Health Consultant, a 17 year veteran of Labor & Industries. with 16 years in the construction industry.

Controlling Your Industrial Insurance Costs - Part 2- The Claims Process - Overview of the industrial insurance claims process for the new employer. We will help you understand your rights and responsibilities to protect workers from injury and what the processes are when an employee is hurt. Presented by Diane Doherty, Risk Manager and 17 years L&I veteran and Gail Richardson, Claims Unit Supervisor, Labor and Industries.

Controlling Your Industrial Insurance Costs - Part 3 - You have an injured worker, now what? - What are the employer's rights and responsibilities for managing an employee's injury claim. "Light duty" and "return to work" opportunities, communicating with and getting the proper information to the claims manager and protest timelines and information. Presented by Diane Doherty, Risk Manager, 17 year L&I veteran and Gail Richardson, Claims Unit Supervisor, Labor and Industries.

New Contractor Overview- Information on how to protect your contractor registration status: Model disclosure requirements, advertising as a contractor, exemptions, fraud reporting and violations. Presented by Dennis Yonker, Technical Specialist for Contractor Registration and Plumber Certification at Labor and Industries.

Minimum Wage, Overtime and Meal & Rest Periods - Payment of minimum wage and overtime for hourly, piece rate and other payment methods. Exceptions from overtime, basic worker rights and an overview of the new provision in the Industrial Welfare Act on meal and rest periods for construction companies. Presented by Janis Kerns, Industrial Relations Technical Specialist, 21 year Labor and Industries veteran.

Why Enroll in Retrospective Rating - The Contractors Point of View. This program is a safety incentive program that offers financial return. Through accident prevention, "light-duty" and "return-to-work" programs employers are successfully controlling their claim costs. Workers' compensation premiums are a cost you can influence and control. Hundreds of employers are volunteering to enroll each quarter to take advantage of this great program. But, don't let L&I tell you how great it is. Hear what your peers are saying about RETRO. Presented by L&I with guest speakers Mark Shaffer from Mark's Drywall Inc. an employer with 20 years of experience and 10 years with the Retro program and other industry professionals.

Tips on Handling the Difficult Customer - A discussion of common customer service issues, including common consumer complaints received at the Better Business Bureau and tips on handling the difficult customer. Presented by Andrea Henschell, Director of the BBB Education Alliance.

Course Descriptions and Presenters, continued

Employee and Independent Contractors - After completing this workshop you will have an understanding of what causes an independent contractor to be exempt or not exempt from the following employment areas: 1) Industrial insurance 2) Unemployment insurance 3) Safety and health 4) Wage and hour. There will be a panel of experts to review this information and answer your questions. Steve Elwanger, L&I auditor, Brenda Westfall, Employment Security Manager, Janis Kerns, L&I Employment Standards Technical Specialist and Michael Wood, L&I Policy and Technical Services Program Manager. Moderated by Doric Olson, L&I Quality Consultant.

Residential Elevators and the New Licensing Requirements for Contractors and Workers - A discussion of what requirements must be met to enable both contractors and mechanics to become licensed to install and alter elevators, escalators, chair lifts, wheelchair lifts and other conveyances. The grandfathering period, who is eligible and how to become licensed after the grandfathering period. Presented by Dotty Stanlaske, Chief Elevator Inspector for the Department of Labor and Industries, a 23 year elevator industry veteran.

Plumbing Audits - What you need to know - Proof of hours, what are the employer requirements, common causes that generate an audit and what is the difference between a trainee and an apprentice. Presented by Bruce Springer, Plumbing Technical Specialist, a 28 year journeyman plumber and 3 1/2 year veteran of Labor and Industries.

Electrical Licensing 101 - What electrical work can a general contractor perform and when must electrical work be subcontracted. Grandfathering. How do you file complaints? Presented by Faith Jeffrey, 14 year Labor & Industries veteran with 6 years as a Field Compliance Officer and current manager of the electrical compliance and audit section.

Taxes and the General Contractor - Get your questions answered about use taxes, B&O filing and other useful information from the Department of Revenue, presented by Kurt Sand and John Wack - Tax Payer Information Specialists with DOR's Taxpayer Information and Education Section.

Saving Money on your Unemployment Insurance Costs - Rules and reporting requirements for businesses in Washington state that operate with Washington employees. Overview of how the Unemployment Insurance System works and how laid off workers effect UI rates assigned. Presented by Dept. of Employment Security's Cathy Petre, Unemployment Tax Administrator with over 25 years of experience, including 10 years as the Manager of the Bellevue District office.

Common Customer Complaints and How to Avoid Them - An interactive discussion on areas of complaints that the Attorney General's Office receives and ideas and actions to take to avoid them in the future. Please bring current or past consumer issues and the group will work to help build solutions for you. Presented by Sean Beary, Resource Manager for the Attorney General's Consumer Protection Division with 15 years experience.

Risk Management - Controlling your workers' compensation costs involves many aspects of your business, from hiring and training the right people for the right jobs, to your accident prevention and safety plans and appropriate and timely responses after an injury occurs. Presented by Diane Doherty, Risk Manager, Labor and Industries.

What Safety Rules Apply to my Business - Overview of Chapter 296 - 155 WAC - Safety Standards for construction work, resources, tools and related standards. Presented by Jim Szpek, Safety Consultant, 17 years with Labor and Industries and 16 years in the construction industry.

Fraud - What Labor and Industries is doing about it and how much it is costing you. Presented by Doric Olson, Regional Management Consultant and 9 year Labor and Industries veteran and Carl Hammersberg, Insurance and Consultation Program Manager in Region 4 and 12 year veteran of Labor and Industries.

Lunch hour panel discussion

General Liability Insurance - "The Perfect Storm" - Discussion of the current challenges facing contractors in the insurance market and present options available to them. Presented by Ethel Smith and Jeanine Livingston Policy and Compliance Analysts with the Office of the Insurance Commissioner, both are 5-year commission veterans with a background in the insurance industry.

Noon to 12:20 pm, break to get lunch in our second floor cafeteria or to expedite, preorder a box lunch.

Box lunch menu: Turkey and provolone sandwich with lettuce and tomato. Condiments will be on the side.
Pasta salad, a brownie and a soda. No substitutions, please.
Cost: \$7.50, including tax

Special Opportunity! - Usability Study - Have you ever been confused about whether you are hiring an employee or an independent contractor? Labor & Industries has developed a new tool to help end the confusion. Help us test it and receive a free gift. If you are interested in participating, please call Dana Botka, Labor & Industries, Customer Communications Manager at: 360-902-5408.

For questions or further information, please contact Shari Purves-Reiter, Outreach & Education Manager, Labor & Industries, 360-902-4733 or e-mail: Purs235@Lni.wa.gov.

Department of Labor & Industries
Specialty Compliance Services
Attn: Shari Purves-Reiter
PO Box 44400
Olympia WA 98504-4400



Free Training for Construction Contractors

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Then this **Free** training event is for you. All of the experts that can answer these questions and many more have been gathered together to bring you the first ever **Construction Contractor Training Day**. Twenty different classes on everything from new residential elevator requirements to safety training for non-English speaking employees to customer service issues.

February 9, 2004
Tumwater, Washington
